



## Finance and Administration Cabinet Executive Order 2008-011 Request Form

**Requesting Department:** 625 Department Of Highways**Record Date:** 2012-03-27**Requestor ID:** JJN0026**Requestor Name:** NANCY ALBRIGHT**Short Description:** Repair/Maintain Loadometer Scales - FY13**Requestor Phone Number:** 502-564-4556**Type of Request:** OTHER SERVICES, NON-PROFESSIONAL **New or Expanded?** No**Procurement Method:** Special Authority**Cost:** 250,000.00**Estimate/Actual?** Estimate**Is this Item a Replacement?** No**If so, Asset Tag#:****What will happen to the replaced item?****What Document is Requested?** Blanket Waiver**If on Contract, Give Contract #:** MA 605 1\*806**Vendor (if any):** Jack Mann Scales**Purpose and Justification:**

The KYTC Division of Maintenance requests approval for all purchases and contract renewals that may be required to maintain the loadometer scales located in all the weigh stations across the Commonwealth for the period July 1, 2012 thru June 30, 2013. Jack Mann Scales Company of Lexington is the only authorized service provider for the Mettler Toledo scales utilized in our weigh stations. The purchase of these emergency services would be on an as needed basis to maintain the Commonwealth's loadometer facilities in a serviceable condition to monitor the weights of freight being transported across Kentucky's roadways. The costs for these emergency purchases cannot be determined until the need of the services is determined. However, based upon needs that have previously occurred, we are estimating that the cost for these emergency repairs will not exceed \$250,000 for the fiscal year. C44Y and C5P5 funds will be used for payment of services and maintenance repairs that may be needed.

Funding Source: Road

Program Code:

If Federal, Give CFDA#:

Percentage of Each Funding 100% C44Y and C5P5

FAC approval of a Request Form means the review required by the Executive Order has been completed, and the items or services have been authorized to begin the procurement process. Agencies must procure these items or services according to procurement policies and procedures, administrative regulations, and statutes. Special authority requests, delegations and other specific methods of procurement are not approved through this review- identifying the procurement method is for the Committee’s information only. Follow normal request procedures to obtain approval for specific methods of procurement. Funding source must be in accordance to GOPM policies, regulations and statutes.

I certify by submitting this form electronically, that an original, signed by the Cabinet Secretary or authorized agency head, is maintained at the agency level. If the agency head applies an electronic approval it is not necessary to maintain the signed original on file. In addition, the agency has considered the guidance provided by Personnel Cabinet regarding the distinction between an employee and an independent contractor before making this request, where applicable.

This request approved by:

Cabinet Secretary or Authorized Agency Head

For Agency Use: